APPROVED

# Community Regional Charter School

# Minutes

## Monthly Business Meeting

**Date and Time**
Monday August 15, 2022 at 5:30 PM

Members of the public are welcome to attend and observe these meetings but must be aware that although the meeting is held in public it is not a public meeting and therefore observers are not permitted to speak during the meeting itself, except during public comment.

**Directors Present**
C. Hansen, D. Denis, K. LaCasse (remote), S. Noonkester (remote), T. Arnold (remote), T. Overall (remote)

**Directors Absent**
L. Belanger, N. Reinholt

**Directors who arrived after the meeting opened**
C. Hansen

**Ex Officio Members Present**
T. Works

### I. Opening Items

#### A. Record Attendance

### B. Call the Meeting to Order

D. Denis called a meeting of the board of directors of Community Regional Charter School to order on Monday Aug 15, 2022 at 5:35 PM.

### C. Approve Minutes

T. Arnold made a motion to approve the minutes from Business Meeting of the Board on 07-11-22.
D. Denis seconded the motion.
The board **VOTED** unanimously to approve the motion.

## II. Executive Director Reports

### A. New Hire Nominations

D. Denis made a motion to Accept New Hire nominations.
K. LaCasse seconded the motion.
The board **VOTED** unanimously to approve the motion.

### B. Resignations

D. Denis made a motion to Accept Resignations.
K. LaCasse seconded the motion.
Jake Hoops, Overman Facilitator
Donna Smart, Dimensions Facilitator Kalgari Reed, Dimensions Ed-Tech III
Lexi Brann, Dimensions Facilitator
Ashley Quirion, Dimensions Title I Facilitator April Trenhom, Dimensions Facilitator
Tori McLaughlin, District Wide Guidance
The board **VOTED** unanimously to approve the motion.
C. Hansen arrived at 5:41 PM.

## III. Academic Excellence Committee

### A. Report on Academic Excellence Committee Meeting

Danielle Denis shared that the Academic Excellence Committee met prior to the board on track. The committee will review and make suggested amendments to the committee description. The next meeting will take place after the fall NWEA assessment, scheduled for November 1st, 2022 at 5:00pm.  The academic progress and indicators were shared with the board at the previous board meeting in July.

## IV. Finance & Facilities

### A. Review and approve EOY Financial Report

T. Arnold made a motion to to approve the End of the Year Financial Report.

K. LaCasse seconded the motion.
The board **VOTED** unanimously to approve the motion.

### B. Request for Incurring Additional Debt sent to MCSC for roof loan

FYI about submitting the request to the Charter Commission.

### C. Overman Construction Project

Discussion about the 10 year phased in project to complete Overman Academy and the cost to complete the project. The board should rush to gather facts but not make a decision about to proceed to continue with the original plan or to look at an alternative location for the programming that was originally planned for the final phase of the construction plan.

## V. Governance Committee

### A. Committee Chair Change

Nicky Reinholt had to step down as chair of the Governance Committee and Tonya Arnold will serve as the chair for the remainder of the fiscal year.
Tonya shared an overview of how policies are being reviewed and updated after calibrating with Drummond and Woodsum's recommended policies.

Upcoming topics include, but not limited to: How are policies made? Legal references?

### B. Accept Governance Committee Minutes from 8/3/22 into record

D. Denis made a motion to approve the minutes from Governance Committee Meeting on 08-03-22.
T. Arnold seconded the motion.
Tonya shared an overview of how policies are being reviewed and updated after calibrating with Drummond and Woodsum's recommended policies.

Upcoming topics include, but not limited to: How are policies made? Legal references?

The board **VOTED** unanimously to approve the motion.

### C. Second reading of policy KEB-R Feedback and Complaint Procedure

D. Denis made a motion to Second reading of policy KEB-R with the additional language added to Step 2.
T. Arnold seconded the motion.
Theresa Overall asked a question about Policy lettering structure.

Discussion to added non-substantive language that clarifies the procedure under Step 2.

The board **VOTED** unanimously to approve the motion.

### D. Board Self-Assessment

Danielle Denis shared an overview of the self assessment tool within Board on Track.

No vote necessary.

### E. Review and re-approve policies that do not need updating/changing

D. Denis made a motion to Review and re-approve policies that do not need updating/changing.
K. LaCasse seconded the motion.
• ADA - School system goals and objectives
• BBA - School Board Powers and Responsibilities
• BBBA - Board Member Qualifications
• BCA - Board Member Code of Ethics
• BDD - Board-Executive Director Relationship
• BDG - School Attorney/Legal Services
• BEDD - Rules of Order
• BEDF - Voting Method
• BEDJ - Broadcasting/Taping of Board Members
• BEDL - Adjournment of Board Meetings
• BIB - Board Member Development Opportunities
• BIC - Board Member FOA Training
• BID - Board Member Compensation
• CF - School Building Administration
• CHA - Development of Administrative Procedures (name change) • CHCAA - Student/Staff Handbooks
• CHD - Administration in Policy Absence
• DA - Fiscal Management Goals
• DB - Annual Budget
• DFA - Revenues from Investments
The board **VOTED** unanimously to approve the motion.

### F. JICA - Dress Code Policy

K. LaCasse made a motion to Approve the updated board policy JICA - Dress Code Policy.
T. Arnold seconded the motion.
The board **VOTED** unanimously to approve the motion.

## VI. Other Business

### A.

**Reminder Freedom of Access Training/Open Meeting Laws**

Danielle Denis reminded the board that this training needs to be completed annually. She reviewed how to access the training and obtaining the certificate of completion. The certificate needs to be sent to Jill In the business office.

### B. EMF Bylaw Change

D. Denis made a motion to support the removal of CRCS as a single corporation member of EMF.
K. LaCasse seconded the motion.
The board **VOTED** unanimously to approve the motion.

### C. CRCS Emergency Management Plan (Updated for 22/23 school year)

D. Denis made a motion to CRCS Emergency Management Plan (Updated for 22/23 school year).
K. LaCasse seconded the motion.
The board **VOTED** unanimously to approve the motion.

### D. Lease of Property for Vehicle Parking and Storage

Add to the agenda for the September Board Meeting.

## VII. Closing Items

### A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:58 PM.

Respectfully Submitted,
T. Works

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**Documents used during the meeting**

- CRCS Financial Performance & Stability Report FY22.pdf
- _KEB-R_FEEDBACK_AND_COMPLAINT_PROCEDURES-_DRAFT.docx